

**Needs Analysis Survey Results - Faculty/Staff Ranked**

Faculty/Staff Rank	Survey Number	Survey Question	Existing e-mail	Outblaze	Zimbra Hosted/Local	Google Apps	Microsoft Live@Edu	MS Exchange Hosted/Local
1	2.1	Web accessibility (ability to access most features with any Web Browser)	Y	Y	Y	Y	Y	Y
2	3.4	Customizable spam filter (block senders, safe senders, etc.)	Y - external	Y	Y	N	Y	Y
3	3.5	Capable of sending/receiving large file attachments (up to 15 MB)	10 MB	???	Y	20 MB	10 MB	10 MB
4	2.4	Large mailbox/account storage limit	20MB	1 GB	5 GB	6.3 GB / 25GB	5 GB	5GB
5	3.6	Auto archival and retrieval process	N	???	Y	N	N	N
6	2.15	Easy search capabilities (email/calendar)	N	Y - no body search	Y	Y	Y	Y
7	3.3	Customized creation of folders with nesting capabilities	Y - email	???	Y	N	Y	Y
8	2.14	Easy addition of contacts from received email	N	N	Y	N	Y	Y
9	3.12	Capable of maintaining existing email addresses & domains	Y	???	Y	Y	Y	Y
10	3.13	Capable of recalling a sent email	N	???	N - requested	N	N	Y
11	2.11	Easily exportable (email, contacts, schedules)	Client dependent	Y - CSV, LDIF, Tab	Y	Y	Y	Y
12	3.7	Capable of sending encrypted messages (secure)	N	Not observed	N	N	N	N
13	2.8	Integrated personal contacts (not located on local computer)	Y	Y	Y	Y - overly manual	Y	Y
14	3.8	Customizable filters/rules for message management	Y	Y	Y	Y	Y	N
15	2.16	Easy creation of groups to share documents, update a calendar, add a group calendar to personal	N	???	Y	N	N	Y
16	4.6	Capable of sending a meeting notice/alert	Y	Not observed	Y	Y - notice	Y	Y
17	3.9	Grammar check	N	N	N - requested	N	N	N
18	3.1	Capable of out-of-office message/auto reply	N	???	Y	Y	Y	Y
19	2.10	Integrated global/enterprise address list (last name, first name, eID, email, cache search, etc.)	E-mail no Calendar yes	???	Y	N	N	Y
20	2.12	Integrated offline client (messages can be composed & cached offline)	Client dependent	Client Dependent	Client Dependent	Client Dependent	Client Dependent	Client Dependent
21	2.6	Integrated file sharing	N	Client Dependent	Y	Y	Y-LiveSpaces	N
22	4.1	Customizable calendar access control capabilities (full, read only, no access, etc.)	Y	Y	Y	Y - contact list	Y	Y
23	4.4	Integrated functionality between email and calendar ("add to calendar" option in emails)	N	Y	Y	Y	N	Y
24	3.2	Capable of flagging, labeling, prioritizing messages	Client dependent	Y	Y	Y	Y - prioritize	Y
25	4.2	Resource scheduling	Y	Assumed	Y	Y	N	Y
26	3.10	Copying of screen prints into an e-mail	N	N	Y	N	N	N
27	3.11	Capable of threading messages	N	N	Y	Y	N	N
28	2.5	Operating system independent (Unix, Linux, Mac, Windows, etc.)	Y	Y	Y	Y	Y	Y
29	4.3	Integrated with campus calendar system (ability to "add event" to personal calendar)	N	Not observed	Y	N	N	N
30	4.5	Capable of viewing simultaneous calendars (several personal calendars at once)	Y	Y - defined groups	Y	Y - shared/layered	N	Y
31	2.3	Handheld/mobile accessibility and synchronization (calendar)	N	Not observed	Y	Y	N	Y
32	2.2	Handheld/mobile accessibility and synchronization (email)	Blackberry	WAP	Y	Y	Y	Y
33	2.9	Integrated task/to-do lists	N	N	Y	N	Y	Y
34	2.7	Integrated instant messaging	N	Y	Y	Y	N	Y/N
35	2.13	Capable of defining designees	Y	Y	Y	Y - contact list	Y	Y